

## GENERAL SERVICES ADMINISTRATION

### FEDERAL SUPPLY SERVICE

#### AUTHORIZED FEDERAL SUPPLY SERVICE SCHEDULE PRICE LIST

*On-line access to contract ordering information, terms and conditions, up-to-date pricing and the option to create an electronic delivery order are available through GSA Advantage!®, a menu-driven database system. The Internet address GSA for GSA Advantage!® is: [GSAAdvantage.gov](http://GSAAdvantage.gov).*

### GENERAL PURPOSE COMMERCIAL INFORMATION

#### TECHNOLOGY EQUIPMENT, SOFTWARE AND SERVICES

FSC Group Class: 70 | FSC Class/Product Code: 7010 | Service Code: D302  
| Standard Industry Group: 70 |

**Contract Number: 47QTCA18D009C**

**Contract Coverage: 3/22/2018 – 3/22/2023**



**Alpha Technologies Inc.**

DUNS: 780489089 | CAGE: 4FNG5 | NAICS: 518210

Website: [www.alpha-tech.us](http://www.alpha-tech.us)

#### Contact

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#### Headquarters

4003 Outlook Drive  
Hurricane, WV 25526

#### West Virginia Data Center | DC1

West Virginia Regional Technology Park  
2020 Union Carbide Drive, Building 6000  
South Charleston, WV 25314





WE MAKE **IT** WORK FOR YOU

Issue 1.03202018

## About Alpha Technologies

Alpha Technologies is a service disabled veteran-owned small business headquartered in Hurricane, WV with a global datacenter located in South Charleston, WV. We are a business technology focused company. Guided by integrity, Alpha's team of experts craft reliable and secure IT solutions with the same goal every time: to provide invaluable results and forge long-term relationships with our clients. Our comprehensive offerings allow clients to focus on growing their business while we manage their technology.

Douglas Tate, a West Virginia native, is the founder and CEO of Alpha Technologies. His military background includes a special operations command-grade assignment with the United Nations. Since retiring from the military, Doug has earned his bachelor's degree in computer science, a master's degree in applied computer science and an MBA.

A strong work ethic and determination are characteristics Doug portrays in everything he does. Alpha Technologies reflects Doug's entrepreneurial spirit by pairing ingenuity and security with business technology systems and communication solutions.

In order to stay ahead of the ever-changing market, Alpha has aligned its core business model with what our clients desperately need: fast, less expensive and more secure ways of handling business communications, data storage, data security, and fail-safe backup systems.

## Certifications

- The ISO 27001 certification exemplifies maturity for the implementation, management, and maintenance of information security.
- We are certified by the American Institute of Certified Public Accountants (AICPA) to demonstrate compliance for accounting standards that measure the control of financial information for a service organization. We hold certification for both SOC 1 and SOC 2.
- Demonstrates our compliance with the required safeguards in place to protect electronic protected health information (ePHI).
- Demonstrates our commitment to Payment Card Industry Data Security Standard (PCI DSS).



## Customer Information

- 1a. **Awarded Special Item Number (SINs):** Information Technology Professional Services (SIN 132-51)
- 1b. **Identification of Lowest Priced Model Number and Price for Each Awarded SIN:**  
See Appendix 1
- 1c. **Hourly Rates (Services Only):** See Appendix 1
2. **Maximum Order Threshold:** \$500,000.00 (for SIN 132-51)
3. **Minimum Order Threshold:** \$100.00
4. **Geographic Coverage:** Domestic Delivery
5. **Point of Production:** Not Applicable
6. **Discount From List Prices or Statement of Net Price:** The Price Matrix, shown in Appendix 1, has the applied GSA-negotiated discount. Note that the Industrial Funding Fee has not been applied to the rate.
7. **Quantity Discount:** 1%
8. **Prompt Payment Terms:** None
9. **Government Purchase Cards:**

- 9a. Government Purchase Cards will be accepted at or below the micro-purchase threshold
- 9b. Government Purchase Cards will not be accepted above the micro-purchase threshold. Contact contractor for acceptable limit.
- 10. **Foreign Items:** None
- 11a. **Time of Delivery:** Determined at Task Level
- 11b. **Expedited Delivery:** Determined at Task Level
- 11c. **Overnight and 2-day Delivery:** Determined at Task Level
- 11d. **Urgent Requirements:** Agencies may contact the Contractor's representative to affect a faster delivery. Customers are encouraged to contact the Contractor for the purpose of requesting accelerated delivery
- 12. **FOB Point:** Destination
- 13a. **Ordering Address:** Alpha Technologies, Inc., 4003 Outlook Drive, Hurricane, WV 25526
- 13b. **Ordering Procedures:** Ordering activities shall use the ordering procedures described in Federal Acquisition Regulation 8.405-3 when placing an order or establishing a Blanket Purchase Agreement (BPA) for supplies or services. The ordering procedures, information on BPAs and a sample BPA can be found at GSA/FSS Schedule Homepage ([www.fss.gsa.gov/schedules](http://www.fss.gsa.gov/schedules)).
- 14. **Payment Address:** Alpha Technologies, Inc., 4003 Outlook Drive, Hurricane, WV 25526.
- 15. **Warranty provision:** Standard Commercial
- 16. **Export Packing Charges:** Not Applicable
- 17. **Terms and Conditions of Government Purchase Card Acceptance:** None
- 18. **Terms and Conditions of Rental, Maintenance and Repair (if applicable):** Not Applicable
- 19. **Terms and Conditions of Installation (if applicable):** Not Applicable
- 20. **Terms and Conditions of Repair Parts Indicating Date of Parts Price Lists and any Discounts from List Prices (if applicable):** Not applicable
- 20a. **Terms and Conditions for any Other Services (if applicable):** See Appendix B
- 21. **List of Service and Distribution Points (if applicable):** Not Applicable
- 22. **List of participating Dealers (if applicable):** Not Applicable

23. **Preventive Maintenance (if applicable):** Not Applicable
- 24a. **Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants):** Not Applicable
- 24b. **If applicable, indicate that Section 508 compliance information is available on Electronic Information Technology (EIT) supplies and services and show where full details can be found (e.g., Contractor's website or other location.) The EIT standards can be found at [www.Section 508.gov/](http://www.Section508.gov/).** Not Applicable
25. **Data Universal Number System (DUNS) number:** 780489089
26. **Notification Regarding Registration in System for Award Management (SAM) Database:** Alpha Technologies has an active registration in the System for Award Management (SAM) database.

**APPENDIX A**  
**INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES**  
**LABOR CATEGORIES, LABOR CATEGORY DESCRIPTION AND RATES**

| LCAT #      | Labor Category                             | Minimum/General Experience and Years of Experience | Functional Responsibility   | Educational Requirements   | Rate (including IFF) |
|-------------|--|--|---|--|----------------------|
| 132-51-1001 | SENIOR DATACENTER CONSOLIDATION CONSULTANT | 15+ Yrs  | Analyze datacenter environment and business procedures. Determine relevant business and technology issues. Assists users to determine business and technical requirements, presents alternative approaches top address requirements, and conducts evaluation studies. Performs technology research and writes technical reports, findings, and recommendations related to the above.          | Undergraduate degree in Engineering or business / project related discipline | \$332.84             |
| 132-51-2001 | SENIOR TELECOMMUNICATIONS CONSULTANT       | 5+ Yrs   | Analyze telecommunication environment and business procedures. Determine relevant business and technology issues. Assists users to determine business and technical requirements, presents alternative approaches top address requirements, and conducts evaluation studies. Performs technology research and writes technical reports, findings, and recommendations related to the above.   | Undergraduate degree or equivalent technical experience                      | \$164.47             |
| 132-51-2002 | TELECOMMUNICATIONS CONSULTANT              | 5 Yrs  | Analyzes telecommunications environment and business procedures. Determines relevant business and technology issues. Assists users to determine business and technical requirements, presents alternative approaches to address requirements, and conducts evaluation studies. Performs technology research and writes technical reports, findings, and recommendations related to the above. | Undergraduate degree or equivalent technical experience                      | \$137.06             |
| 132-51-3001 | SENIOR LAN ADMINISTRATOR                   | 5 Yrs  | Performs computer systems and local area network administration functions including: system administration, system performance tuning, user operation, computer network and system troubleshooting, software and hardware installation and configuration work with third and fourth generation computer languages and relational database management systems. Requires a high level           | Bachelor's degree (Master's preferred) or equivalent experience              | \$137.70             |

|             |                                 |         |   |   |          |
|-------------|---------------------------------|---------|---|---|----------|
|             |                                 |         | of skill in computer systems and LAN administration.  |   |          |
| 132-51-3002 | LAN ADMINISTRATOR               | 3 Yrs   | Assists the Senior Systems Administrator in performing computer systems and local area network administration functions including: system administration, system performance tuning, user optimization computer network and system troubleshooting, software and hardware installation and configuration, and working with third and fourth generation computer languages and relational database management systems. Requires skill in computer systems and LAN administration.  | Undergraduate degree or equivalent technical experience         | \$97.90  |
| 132-51-4001 | SENIOR SYSTEMS ADMINISTRATOR    | 5-7 yrs | Knowledge and proven experience in one or more of the following areas: operating systems and their applications in a networked or stand-alone environment; system benchmarks and performance tuning; network protocols; network-based applications; systems planning, implementation and management for medium and large multi-user environments; system security issues and applications; network management software and platforms; various computer architectures and vendor lines; data storage technologies and their application in the IT environment; and various computer languages and software development methodologies. Designs complex network systems from requirements. Implements networks from plans. Reviews systems requirements. Analyzes, troubleshoots and develop solutions. Works independently at the highest technical level formulating creative solutions to diverse and highly complex technical assignments. | Bachelor's degree (Master's preferred) or equivalent experience | \$161.53 |
| 132-51-4002 | SYSTEMS ADMINISTRATOR           | 3-5 yrs | Knowledge and practical experience in one or more of the following areas: operating systems and their applications in a networked (heterogeneous and homogenous) or stand-alone environment; systems administration and configuration of at least two operating systems; and various computer languages and software development methodologies. Designs network systems from requirements. Implements networks from plans. Reviews systems requirements. Analyzes, troubleshoots and develops solutions.  | Undergraduate degree or equivalent technical experience         | \$127.27 |
| 132-51-5001 | HELP DESK TECHNICAL SUPPORT III | 2-4 yrs | The HDT3 has demonstrated proficiency gained from specialized training and hands-on help desk environments. The HDT3 responds to telephone and e-mail problem reports by working to identify and duplicate  | Associate's degree (Bachelors preferred) or                     | \$73.42  |

|             |                           |         |   |  |          |
|-------------|---------------------------|---------|---|--|----------|
|             |                           |         | hardware, software and application problems reported by users. The HDT3 performs root cause analysis by determining symptomatic responses to eliminate causes for the problem, focuses on isolating the probable cause and documents solutions in the Help Desk Knowledge Database. As necessary, coordinates problem identification with programmers, analysts, software engineers, and/or trainers to develop and offer responsive solutions to allow continued functionality. The HDT3 typically leads a Help Desk Call Center.  | equivalent experience.   |          |
| 132-51-5002 | HELP DESK TECH SUPPORT II | 2-3 yrs | The HDT2 has demonstrated proficiency gained from specialized training and hands-on help desk environments. The HDT2 responds to telephone and e-mail problem reports by working to identify and duplicate hardware, software and application problems reported by users. The HDT2 performs root cause analysis by determining symptomatic responses to eliminate causes for the problem, focuses on isolating the probable cause and documents solutions in the Help Desk Knowledge Database. As necessary, coordinates problem identification with programmers, analysts, software engineers, and/or trainers to develop and offer responsive solutions to allow continued functionality. The HDT2 can work with minimal supervision. | Associate's degree (Bachelors preferred) or equivalent experience. | \$63.63  |
| 132-51-5003 | HELP DESK TECH SUPPORT I  | 1-2 yrs | The HDT1 has basic proficiency gained from specialized training in help desk processes and techniques. The HDT1 responds to telephone and e-mail problem reports by working to identify and resolve hardware, software and application problems. As necessary, the HDT1 coordinates problem identification with programmers, analysts, software engineers, and/or trainers to develop and offer responsive solutions to allow continued functionality.  | Associates Degree or equivalent experience.                        | \$53.84  |
| 132-51-6001 | SENIOR NETWORK ENGINEER   | 4-6 yrs | The NE3 Provides support for technical direction and engineering expertise for communications (LAN/MAN/WAN) systems infrastructure activities, including network planning, designing, and implementing communications infrastructure requirements for buildings and systems. Ensures that adequate and appropriate planning is provided to direct building architects and planners in building communications spaces, networks, and media pathways to meet industry standards. Interfaces with internal and external customers and vendors  | Bachelor's degree (Master's preferred) or equivalent experience    | \$141.95 |



|             |   |          |   |   |          |
|-------------|---|----------|---|---|----------|
|             |   |          | to determine communications infrastructure needs. The NE3 typically manages a Network Operations Center (NOC).  |   |          |
| 132-51-6002 | NETWORK ENGINEER                          | 2-4yrs   | The NE2 evaluates network hardware and software, troubleshoots LAN/MAN/WAN and other network related problems, and provides technical expertise for performance and configuration of networks. The NE2 2 performs general LAN/MAN/WAN administration, provides technical leadership in the integration and testing of complex large-scale computer integrated networks, and develops schedules for conversions and cutovers. The NE2 supports the Network Engineer 3 with management of the network operations center (NOC). The NE2 supervises the maintenance of network systems and supports the Network Engineer 3 with the coordination of network activities with all responsible users and sites. The NE2 can be assigned as a Network Team Lead of a small network project. | Associates Degree or equivalent experience                      | \$97.90  |
| 132-51-6003 | NETWORK INSTALLER                         | 1-2 yrs  | The NE1 analyzes network characteristics such as traffic, connect time, transmission speeds, packet sizes, and throughput. The NE1 assists more senior network engineers with the installation, removal and modifications to network components. The NE1 supports more senior network engineers with user support and third-party vendors.  | Associates Degree or equivalent experience                      | \$78.32  |
| 132-51-7001 | SENIOR INFORMATION ASSURANCE (IA) ANALYST | 5-10 yrs | Provide security architecture, policy and design guidance for business systems and networks. Individual will also provide Information Security Certification and Accreditation Support for applications, systems and networks in accordance with appropriate customer policies and processes.   | Bachelor's degree (Master's preferred) or equivalent experience | \$200.69 |
| 132-51-7002 | INFORMATION ASSURANCE (IA) ANALYST        | 3-5yrs   | Individual will provide security architecture, policy and design guidance for business systems and networks. Individual will also provide Information Security Certification and Accreditation Support for applications, systems and networks in accordance with appropriate customer policies and processes.   | Bachelor's degree or equivalent experience                      | \$161.53 |
| 132-51-8001 | SENIOR DATABASE ADMINISTRATOR             | 6-10 yrs | The Sr. DBA understands and practices a wider range of data administration skills, often in a Business Process Reengineering context. Participates in strategic data planning, including development and  | Bachelor's degree (Master's preferred) or equivalent experience | \$171.32 |

|             |                        |         |  |  |          |
|-------------|------------------------|---------|--|--|----------|
|             |                        |         | implementation of database administration (DA) policies, standards, procedures, and is able to lead and train other DBA specialists. Activities may include data quality engineering, metadata consolidation and integration, metamodel development and maintenance, repository management, data warehouse design and data mining, data security administration, and formulation of enterprise-specific data metrics. Database language experience is in current database technologies.  |  |          |
| 132-51-8002 | DATABASE ADMINISTRATOR | 3-5 yrs | The DBA defines and administers database organizations, standards, controls, procedures, documentation and provides experienced technical consulting in the definition, design, and creation of a database environment. Advises applications development staff and users on database solutions to business problems, data architectures, database management system facilities and capabilities, and the operation and tuning of databases. Ensures economic and efficient availability of data with adequate safeguards and designs, implements, and maintains databases with respect to access methods, access time, batch processes, device allocation, validation checks, organization, protection and security, documentation, and statistical methods including maintenance of database dictionaries, and integration of systems through database design. Develops and maintains expertise in use of automated tools for database design and implementation. Database language experience is in current database technologies. | Bachelor's degree or equivalent experience | \$132.17 |
| 132-51-9001 | PROGRAM MANAGER        | 3-5 yrs | Directs the performance of a variety of related projects, which may be organized by technology, program or client. Acts as the overall lead, manager and administrator for the contract effort. Has experience in project development from inception to deployment, expertise in the management and control of funds and resources using complex reporting mechanisms, demonstrated capability in managing multi-task contracts and/or subcontracts of various types and complexity. Serves as the primary interface and point of contact with government program authorities and representatives on technical and program/project issues.   | Bachelor's degree or equivalent experience | \$186.01 |



## APPENDIX B

### **TERMS AND CONDITIONS APPLICABLE TO INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES (SIN 132-51)**

#### **1. SCOPE**

- a. The prices, terms and conditions stated under Special Item Number 132-51 Information Technology Professional Services apply exclusively to IT Professional Services within the scope of this Information Technology Schedule.
- b. The Contractor shall provide services at the Contractor's facility and/or at the ordering activity location, as agreed to by the Contractor and the ordering activity.

#### **2. PERFORMANCE INCENTIVES I-FSS-60 Performance Incentives (April 2000)**

- a. Performance incentives may be agreed upon between the Contractor and the ordering activity on individual fixed price orders or Blanket Purchase Agreements under this contract.
- b. The ordering activity must establish a maximum performance incentive price for these services and/or total solutions on individual orders or Blanket Purchase Agreements.
- c. Incentives should be designed to relate results achieved by the contractor to specified targets. To the maximum extent practicable, ordering activities shall consider establishing incentives where performance is critical to the ordering activity's mission and incentives are likely to motivate the contractor. Incentives shall be based on objectively measurable tasks.

#### **3. ORDER**

- a. Agencies may use written orders, EDI orders, blanket purchase agreements, individual purchase orders, or task orders for ordering services under this contract. Blanket Purchase Agreements shall not extend beyond the end of the contract period; all services and delivery shall be made and the contract terms and conditions shall continue in effect until the completion of the order. Orders for tasks which extend beyond the fiscal year for which funds are available shall include FAR 52.232-19 (Deviation – May 2003) Availability of Funds for the Next Fiscal Year. The purchase order shall specify the availability of funds and the period for which funds are available.
- b. All task orders are subject to the terms and conditions of the contract. In the event of conflict between a task order and the contract, the contract will take precedence.

#### **4. PERFORMANCE OF SERVICES**

- a. The Contractor shall commence performance of services on the date agreed to by the Contractor and the ordering activity.
- b. The Contractor agrees to render services only during normal working hours, unless otherwise agreed to by the Contractor and the ordering activity.
- c. The ordering activity should include the criteria for satisfactory completion for each task in the Statement of Work or Delivery Order. Services shall be completed in a good and workmanlike manner.
- d. Any Contractor travel required in the performance of IT Services must comply with the Federal

- Travel Regulation or Joint Travel Regulations, as applicable, in effect on the date(s) the
- e. travel is performed. Established Federal Government per diem rates will apply to all Contractor travel. Contractors cannot use GSA city pair contracts.

## **5. STOP-WORK ORDER (FAR 52.242-15) (AUG 1989)**

a. The Contracting Officer may, at any time, by written order to the Contractor, require the Contractor to stop all, or any part, of the work called for by this contract for a period of 90 days after the order is delivered to the Contractor, and for any further period to which the parties may agree. The order shall be specifically identified as a stop-work order issued under this clause. Upon receipt of the order, the Contractor shall immediately comply with its terms and take all reasonable steps to minimize the incurrence of costs allocable to the work covered by the order during the period of work stoppage. Within a period of 90 days after a stop-work is delivered to the Contractor, or within any extension of that period to which the parties shall have agreed, the Contracting Officer shall either-

- (1) Cancel the stop-work order; or
- (2) Terminate the work covered by the order as provided in the Default, or the Termination for Convenience of the Government, clause of this contract.

b. If a stop-work order issued under this clause is canceled or the period of the order or any extension thereof expires, the Contractor shall resume work. The Contracting Officer shall make an equitable adjustment in the delivery schedule or contract price, or both, and the contract shall be modified, in writing, accordingly, if-

- (1) The stop-work order results in an increase in the time required for, or in the Contractor's cost properly allocable to, the performance of any part of this contract; and
- (2) The Contractor asserts its right to the adjustment within 30 days after the end of the period of work stoppage; provided, that, if the Contracting Officer decides the facts justify the action, the Contracting Officer may receive and act upon the claim submitted at any time before final payment under this contract.

c. If a stop-work order is not canceled and the work covered by the order is terminated for the convenience of the Government, the Contracting Officer shall allow reasonable costs resulting from the stop-work order in arriving at the termination settlement.

d. If a stop-work order is not canceled and the work covered by the order is terminated for default, the Contracting Officer shall allow, by equitable adjustment or otherwise, reasonable costs resulting from the stop-work order.

## **6. INSPECTION OF SERVICES**

In accordance with FAR 52.212-4 CONTRACT TERMS AND CONDITIONS—COMMERCIAL ITEMS (MAR 2009) (DEVIATION I - FEB 2007) for Firm-Fixed Price orders and FAR 52.212 CONTRACT TERMS AND CONDITIONS (MAR 2009) (ALTERNATE I) Time-and-Materials and Labor-Hour Contracts orders placed under this contract.

## **7. RESPONSIBILITIES OF THE CONTRACTOR**

The Contractor shall comply with all laws, ordinances, and regulations (Federal, State, City, or otherwise) covering work of this character. If the end product of a task order is software, then FAR 52.227-14 (Dec 2007) Rights in Data – General, may apply.

## **8. RESPONSIBILITIES OF THE ORDERING ACTIVITY**

Subject to security regulations, the ordering activity shall permit Contractor access to all facilities necessary to perform the requisite IT Professional Services.

## **9. INDEPENDENT CONTRACTOR**

All IT Professional Services performed by the Contractor under the terms of this contract shall be as an independent Contractor, and not as an agent or employee of the ordering activity.

## **10. ORGANIZATIONAL CONFLICTS OF INTEREST**

a. Definitions.

b. "Contractor" means the person, firm, unincorporated association, joint venture, partnership, or corporation that is a party to this contract.

c. "Contractor and its affiliates" and "Contractor or its affiliates" refers to the Contractor, its chief executives, directors, officers, subsidiaries, affiliates, subcontractors at any tier, and consultants and any joint venture involving the Contractor, any entity into or with which the Contractor subsequently merges or affiliates, or any other successor or assignee of the Contractor.

d. An "Organizational conflict of interest" exists when the nature of the work to be performed under a proposed ordering activity contract, without some restriction on ordering activities by the Contractor and its affiliates, may either (i) result in an unfair competitive advantage to the Contractor or its affiliates or (ii) impair the Contractor's or its affiliates' objectivity in performing contract work.

e. To avoid an organizational or financial conflict of interest and to avoid prejudicing the best interests of the ordering activity, ordering activities may place restrictions on the Contractors, its affiliates, chief executives, directors, subsidiaries and subcontractors at any tier when placing orders against schedule contracts. Such restrictions shall be consistent with FAR 9.505 and shall be designed to avoid, neutralize, or mitigate organizational conflicts of interest that might otherwise exist in situations related to individual orders placed against the schedule contract. Examples of situations, which may require restrictions, are provided at FAR 9.508.

## **11. INVOICES**

The Contractor, upon completion of the work ordered, shall submit invoices for IT Professional services. Progress payments may be authorized by the ordering activity on individual orders if appropriate. Progress payments shall be based upon completion of defined milestones or interim products. Invoices shall be submitted monthly for recurring services performed during the preceding month.

## **12. PAYMENTS**

For firm-fixed price orders the ordering activity shall pay the Contractor, upon submission of proper invoices or vouchers, the prices stipulated in this contract for service rendered and accepted. Progress payments shall be made only when authorized by the order. For time and materials orders, the Payments under Time and Materials and Labor Hour Contracts at FAR 52.212-4 (MAR 2009) (ALTERNATE I – OCT 2008) (DEVIATION I – FEB 2007) applies to time and materials orders placed under this contract. For labor hour orders, the Payment under Time and Materials and Labor Hour Contracts at FAR 52.212-4 (MAR 2009) (ALTERNATE I – OCT 2008) (DEVIATION I – FEB 2007) applies to labor hour orders placed under this contract. 52.216-31(Feb 2007) Time-and-Materials/Labor-Hour Proposal Requirements— Commercial Item Acquisition. As prescribed in 16.601(e)(3), insert the following provision:

a. The Government contemplates award of a Time-and-Materials or Labor-Hour type of contract resulting from this solicitation.

b. The offeror must specify fixed hourly rates in its offer that include wages, overhead, general and administrative expenses, and profit. The offeror must specify whether the fixed hourly rate for each labor category applies to labor performed by—

- (1) The offeror;
- (2) Subcontractors; and/or
- (3) Divisions, subsidiaries, or affiliates of the offeror under a common control.

### **13. RESUMES**

Resumes shall be provided to the GSA Contracting Officer or the user ordering activity upon request.

### **14. INCIDENTAL SUPPORT COSTS**

Incidental support costs are available outside the scope of this contract. The costs will be negotiated separately with the ordering activity in accordance with the guidelines set forth in the FAR.

### **15. APPROVAL OF SUBCONTRACTS**

The ordering activity may require that the Contractor receive, from the ordering activity's Contracting Officer, written consent before placing any subcontract for furnishing any of the work called for in a task order.

### **16. DESCRIPTION OF IT PROFESSIONAL SERVICES AND PRICING**

- a. The Contractor shall provide a description of each type of IT Service offered under Special Item Numbers 132-51
- b. IT Professional Services should be presented in the same manner as the Contractor sells to its commercial and other ordering activity customers. If the Contractor is proposing hourly rates, a description of all corresponding commercial job titles (labor categories) for those individuals who will perform the service should be provided.
- c. Pricing for all IT Professional Services shall be in accordance with the Contractor's customary commercial practices; e.g., hourly rates, monthly rates, term rates, and/or fixed prices, minimum general experience and minimum education.